



Report to Economic and Environmental Wellbeing Scrutiny & Policy Development Committee Wednesday 18th July 2018

Report of: Policy and Improvement Officer

Subject: Draft Work Programme 2018/19: Economic and Environmental Wellbeing Scrutiny & Policy Development Committee

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At the start of the municipal year each scrutiny and policy development committee determine and agree a work programme. This report aims to assist the Committee in determining this.

A suggested draft work programme 2018/19 for Economic and Environmental Wellbeing Scrutiny and Policy Development Committee is attached at Appendix 1 for the Committee's consideration and comment. Appendix 2 provides a log of the issues looked at by Economic and Environmental Scrutiny and Policy Development Committee in 2015/16, 2016/17 and 2017/18.

Type of item: The report author should tick the appropriate box

Reviewing of existing policy	
Informing the development of new policy	
Statutory consultation	
Performance / budget monitoring report	
Cabinet request for scrutiny	
Full Council request for scrutiny	
Community Assembly request for scrutiny	
Call-in of Cabinet decision	
Briefing paper for the Scrutiny Committee	
Other	X

The Scrutiny Committee is being asked to:

- Consider and comment on the committee's draft work programme
- Identify, prioritise and agree topics for inclusion in the work programme
- Consider the information presented in the item on Place Priorities, scene setting and strategic priorities and how the work programme might reflect this

Background Papers: [Sheffield Council Constitution](#)

Category of Report: OPEN

Draft Work Programme 2018/19: Economic and Environmental Wellbeing Scrutiny Committee – Wednesday 18th July 2018

1.0 What is the role of Scrutiny?

- 1.1 Scrutiny Committees exist to hold decision makers to account, investigate issues of local concern, and make recommendations for improvement. The Centre for Public Scrutiny has identified that effective scrutiny:
- Provides 'Critical Friend' challenge to executive policy makers and decision makers
 - Enables the voice and concern of the public and its communities
 - Is carried out by independent minded governors who lead and own the scrutiny process
 - Drives improvement in public services and finds efficiencies and new ways of delivering services
- 1.2 Scrutiny Committees can operate in a number of ways – through formal meetings with several agenda items, single item 'select committee' style meetings, task and finish groups, and informal visits and meetings to gather evidence to inform scrutiny work. Committees can hear from Council Officers, Cabinet Members, partner organisations, expert witnesses, members of the public. Scrutiny Committees are not decision making bodies, but can make recommendations to decision makers. Also available to members is the Call-In of decisions to the appropriate Scrutiny Committee.

2.0 Determining the work programme

- 2.1 Attached to this report at Appendix 1 is a draft work programme 2018/19, this includes provisionally scheduled agenda items, some carry forward items from last year as well as a list of possible items to be agreed, added to, prioritised and scheduled. In determining the work programme, the Committee is being asked to consider the information provided at the meeting on Place Portfolio priorities and how the work programme might reflect these. As overall background information a log of topics over recent years is attached at Appendix 2.
- 2.2 It is important the work programme reflects the principles of effective scrutiny, outlined above at 1.1, and so the Committee has a vital role in ensuring that the work programme is looking at issues that concern local people, and looking at issues where scrutiny can influence decision makers. The work programme remains a live document, and there will be an opportunity for the Committee to discuss it at every Committee meeting, this might include:
- Prioritising issues for inclusion on a meeting agenda
 - Identifying new issues for scrutiny
 - Determining the appropriate approach for an issue – e.g. select committee style single item agenda vs task and finish group
 - Identifying appropriate witnesses and sources of evidence to inform scrutiny discussions
 - Identifying key lines of enquiry and specific issues that should be addressed through scrutiny of any given issue.

2.3 Members of the Committee can also raise any issues for the work programme via the Chair or Policy and Improvement Officer at any time.

3.0 Meeting Dates 2018/19

3.1 Meetings have been scheduled for Wednesdays 5-8pm on the following dates:

- 18th July 2018
- 26th September 2018
- 24th October 2018
- 28th November 2018
- 30th January 2019
- 27th March 2019

4.0 Recommendations

4.1 The Scrutiny Committee is being asked to:

- Consider and comment on the committee's work programme for 2018/19
 - Identify, prioritise and agree topics for inclusion in the work programme
 - Consider the information presented in the item on Place Priorities, scene setting and strategic priorities and how the work programme might reflect this
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Economic and Environmental Wellbeing Scrutiny and Policy Development Committee

DRAFT WORK PROGRAMME 2018/19

Last updated: 9th July 2018

Please note: the work programme is a live document and so is subject to change.

Economic and Environmental Wellbeing		Wednesday 5-8pm	
Topic	Reasons for selecting topic	Lead Officer/s	Style of scrutiny
Wednesday 18th July 5-8 pm			
Place Portfolio, scene setting and strategic priorities	Scene set on Place priorities and to assist in determining the committee's work programme	Laraine Manley, Executive Director, Place	Agenda Item
Draft Sheffield Plan – introducing the process and timeline	Cabinet member to report	Jack Scott, Cabinet Member for Transport and Development; Rob Murfin, Chief Planning Officer	

Draft Committee work programme 2017/18	consideration of a draft work programme for Economic and Environmental Wellbeing Scrutiny and Policy Development Committee 2018-19, including dates of meetings for year	Policy and Improvement Officer	Agenda Item
Wednesday 26th September 5-8pm			
Ideas and Ambitions of Avenues to Zero for the community	Forward to relevant Cabinet Member(s) for planning and development - hear what progress there has been with continuing dialogue, seeking solutions - see Cabinet minutes 18.04.2018 for commitment - scrutiny and Cabinet		
Draft Sheffield Plan for consultation	Consideration of the draft development plan as published for consultation July 2018		
Work programme 2017/18		Policy and Improvement Officer	Standing Item
Wednesday 24th October 5-8pm			
Work programme 2017/18		Policy and Improvement Officer	Standing Item
Wednesday 28th November 5-8pm			

12 month implementation review of Changes to Environmental Maintenance Services	The Committee requested this on 2nd November 2017 following Call-In of Leader's decision of 10th October 2017 - Cabinet agreed 15.11.2017		
Work programme 2017/18		Policy and Improvement Officer	Standing Item
Wednesday 30th January 5-8 pm			
Work programme 2017/18		Policy and Improvement Officer	Standing Item
Wednesday 27th March 5-8 pm			
Scrutiny Annual Report 2018/19 Draft Content & Work Programme 2019/20	This report provides the Committee with a summary of its activities over the municipal year for inclusion in the Scrutiny Annual Report 2018-19; and a list of topics which it is recommended be put forward for consideration as part of the 2019-20 Work Programme for this committee.	Policy and Improvement Officer	Agenda Item
Items to be scheduled			
Recycling Rates/opportunities (Climate Change - city resilience)	Possible topic to be explored - link to Green City & Sustainability		
Climate Change - Flooding	<i>Protecting Sheffield from Flooding</i> and beyond, environmental impact and climate change		

Streets Ahead Highways Maintenance Contract	Post Investment Period - look at performance (delivery), contract implications, future programme		
Green City Strategy	One of a range of Sheffield growth, placemaking, environment plans and strategies		
Heart of the City II - or reframe item as wider City Centre delivery	One of a range of Sheffield growth, placemaking, environment plans and strategies		
Sheffield City Centre Plan - <i>This is Sheffield</i>	One of a range of Sheffield growth, placemaking, environment plans and strategies		
Air Quality - SCC strategy and national draft Clean Air Strategy - consultation	Connectivity with national draft strategy in the basket of growth, placemaking, environment plans and strategies		
Transport Strategy	One of a range of Sheffield growth, placemaking, environment plans and strategies		
Bus Services Bill – part 2 and/or future of bus provision in Sheffield and/or City Region	An in depth follow up to an item 206/17 - how Combined Authority can make best use of the powers - consider post mayor election		
Planning Applications - ward members	Originally raised by the Committee along with other planning service matters - carried forward to 2017/18 to be scheduled list - now also relationship to City Growth - could be wider role of planning brief from Director of City Growth/ Chief Planning Officer		

Sheffield City Region Mayoral Combined Authority & LEP	Proportionate Local Authority scrutiny of Sheffield City Region; E.g. mayoral combined authority (Transport) and the LEP (Strategic Economic Plan); SCR Mayor priorities		
University role in the economy - University of Sheffield and Sheffield Hallam University	Sheffield as a university city brings added value to the economy - what are the impacts; as a city is there more we need to do?		
<i>Health & Employment</i>	<i>TBC - a potential crossover with Health and Adult Social Care Committee - a look at what is in place in Sheffield; consider activity and programmes aimed at supporting people with health conditions into work. What is working well, what can we do more of?</i>		
Other - briefing paper for information update - Committee requests 2017/18			
Western Road War Memorial Trees	What information, documents have been made publicly available? Request of Committee September 2017 - in respect of potential Freedom of Information requests.		Briefing Paper
China Economic and Civic Programme	outcome on: assessing the possibility of a University student undertaking a qualitative piece of research in terms of assessing how the Council was performing; explore with Silverdale School, the School's current contact with China; briefing in respect of the preliminary work undertaken in this programme		Briefing Paper

Parking Strategy	usage, occupancy rates and prices for each of the Park and Ride sites in the City		Briefing Paper
Implications for Sheffield of the vote to leave the European Union (Brexit) update	how many families were likely to be affected by immigration status		Briefing Paper
Support for Small Business in Sheffield	Update on a conversation on policy direction, including changing how businesses view the Council, as well as practical measures such as the sending of Business Rate relief forms with the Business Rate statements, and making Housing and Council Tax Benefit application forms more appropriate for employees of SMEs		Briefing Paper

Economic and Environmental Scrutiny and Policy Development Committee Log of Topics – 2015/16, 2016/17, 2017/18		
Topic	Year	Month
Leader's Decision on the Proposed Disposal of Walkley Library	2015/16	July
Waste Management - Assisted Collection Policy Review	2015/16	September
Streets Ahead Project - Winter Review	2015/16	September
Private Sector Housebuilding - report back from Cabinet Member & officers	2015/16	November
Broadband and Economic Development	2015/16	December
Sheffield Money - written briefing	2015/16	December
Future Role of City Centre - follow up	2015/16	February
Bus Services in Sheffield - petitions	2015/16	March
Sheffield Bus Partnership (SBP) review	2016/17	July
Bus Services Bill – briefing	2016/17	October
Business Rates	2016/17	October
Inclusive Growth	2016/17	October
Protecting Sheffield from flooding	2016/17	November
Economic Landscape Task Group draft scope	2016/17	November
Call In of Cabinet Decision: China Economic and Civic Programme Update - special	2016/17	December
Implications for Sheffield of the vote to leave the European Union (commonly referred to as Brexit)	2016/17	January
Western Road First World War Memorial Trees - task and finish cross party working group (committee group)	2016/17	January
Waste Services Review: Consideration of Delivery Solutions for Waste Services - Call In of Cabinet Decision 18th January 2017	2016/17	February
Economic Landscape - evidence session 1	2016/17	February
Economic Landscape - evidence session 2	2016/17	April
Sheffield Retail Quarter – update briefing for information	2016/17	April
Western Road First World War Memorial Trees - task and finish cross party working group report and recommendations - special	2016/17	May
Non-City Centre Parking Developments (Call-In of ICM)	2017/18	July
Western Road First World War Memorial Scrutiny Task and Finish Working Group draft report and recommendations (<i>Special meeting - 27th July</i>)	2017/18	July
Western Road First World War Memorial - verbal Cabinet response to committee recommendations	2017/18	September

Response to public questions on Western Road War Memorial committee report and recommendations	2017/18	September
Changes to Environmental Maintenance Services (Call-In of Leader's Decision) (<i>2nd November</i>)	2017/18	November
Sheffield Retail Quarter – Heart of the City Phase 2 - update	2017/18	November
Protecting Sheffield from flooding - Programme Update	2017/18	November
Retaining World Snooker Championships in Sheffield	2017/18	November
China Economic and Civic Programme Update	2017/18	December
Small Businesses in Sheffield	2017/18	December
Green City Strategy, including Transport Vision and Clean Air Strategy	2017/18	January
FOR INFORMATION: Western Road First World War Memorial Committee Recommendations - formal response from Cabinet	2017/18	January
Follow up to implications for Sheffield of vote to leave the European Union (Brexit)	2017/18	March
Disposal of Property at Mount Pleasant Sharrow Lane Sheffield (Call-In of ICM)	2017/18	March
Scrutiny Annual Report 2017-18 Draft Content & Work Programme 2018-19	2017/18	March

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